

CLEMENTON HOUSING AUTHORITY  
RESOLUTION NO. HA17-01  
AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Clementon Housing Authority to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Clementon Housing Authority has determined that two issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on January 4, 2017, at 6 P.M, and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

**D** "(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: alleged unreported income by a Housing Choice Voucher Program (HCV) participant and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is possible termination of HCV subsidy for the family in question.

**D** "(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is: alleged unreported income by a Housing Choice Voucher Program (HCV) participant.

**D** "(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to

admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

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"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body" The collective bargaining contract(s) discussed are between the Board and \_\_\_\_\_

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"(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

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"(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

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"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are

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and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is

Possible lawsuits Re: termination of rent subsidy (HCU)

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"(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are

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"(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

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WHEREAS, the length of the Executive Session is estimated to be 20 minutes after which the public meeting of the Board shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED that the Clementon Housing Authority will go into Executive Session for only the above-stated reasons;

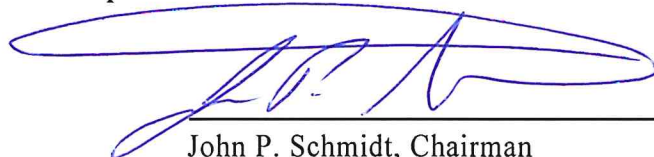


**BE IT FURTHER RESOLVED** that the Authority hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure. For each of the above items, the estimated date by which such disclosure can be made and/or the occurrence that needs to take place before disclosure can be made are listed below (attach separate sheet, if necessary)

Subject of Discussion	Estimated Date	Necessary Occurrence
Possible termination of HCV Program subsidy for a tenant(s)	March 1, 2017	N/A

**BE IT FURTHER RESOLVED** that the Secretary, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately be discussed.

**BE IT FURTHER RESOLVED** that the Secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 etseq.



John P. Schmidt, Chairman

CERTIFICATION

I, William J. Harris, being the duly appointed, qualified, and Secretary of the Housing Authority of the Borough of Clementon do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Housing Authority of the Borough of Clementon, County of Camden, State of New Jersey, at a meeting held on the 4th day of January, 2017, in Clementon, New Jersey.



William J. Harris, Secretary

RESOLUTION HA17-02

Replacement of Smoke Damper Motors in Hallway Ventilation System

**WHEREAS**, there is a need to replace the Smoke Damper Motors in the Hallway Ventilation System which are not functioning and cannot be repaired in the opinion of the Maintenance Supervisor;

**WHEREAS**, the CHA retained the services of PHM Associates, professional engineers registered in the State of New Jersey, to prepare specifications for obtaining quotes from qualified contractors (RFQ) for the replacement of the defective equipment;

**WHEREAS**, the CHA advertised for quotes from qualified contractors on December 11, 2016, in the *Courier Post* and on the CHA's website for this project entitled "Wooster Towers Smoke Dampers Project;"

**WHEREAS**, three contractors picked up the RFQ packages and two firms submitted quotes for this project;

**WHEREAS**, Smith Electric Company, Inc., submitted the lower quote of \$8,552;

**WHEREAS**, PHM Associates and the Solicitor of the CHA have determined that Smith Electric Company, Inc., is capable and qualified to perform such work;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the Borough of Clementon that the Executive Director is hereby authorized to sign a contract with Smith Electric Company, Inc., to complete all work as stated in the documents covering the "Wooster Towers Smoke Dampers Project;."

ADOPTED: February 1, 2017

  
John P. Schmidt, Chairman

ATTEST:

  
William J. Harris, Secretary

Housing Authority of the Borough of Clementon

RESOLUTION HA17-03

RESOLUTION APPOINTING ANTHONY J. OGOZALEK, JR.,  
AS SOLICITOR FOR FY2017 YEAR (JULY 1, 2017 TO JUNE 30, 2018)

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) is desirous of a hiring a solicitor to provide legal services to the CHA for the period July 1, 2017, through June 30, 2018;

Whereas, the CHA advertised for proposals from law firms in the Courier Post and on its website on January 13, 2017 with a response date of February 6, 2017;

Whereas, the Finance & Administration Committee of the CHA reviewed and scored all proposals for legal services on February 15, 2017;

Whereas, the law firm of Anthony J. Ogozalek, Jr., submitted a proposal to provide legal services which achieved the highest score of the Finance & Administration Committee;

Now, Therefore, Be It Resolved by the Commissioners of the CHA that the Executive Director is authorized to execute a contract for legal services with the law firm of Anthony H. Ogozalek, Jr., for the period July 1, 2017, through June 30, 2018.

CLEMENTON HOUSING AUTHORITY

Dated: March 1, 2017

By

  
John P. Schmidt, Chairman

Attest:

  
William J. Harris, Executive Director

(SEAL)

Housing Authority of the Borough of Clementon

RESOLUTION HA17-04

RESOLUTION APPOINTING HOLMES & COMPNAY, LLC, AS FEE ACCOUNTANT  
FOR FY2017, BEGINNING JULY 1, 2017 THROUGH JUNE 30, 2018

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) is desirous of a hiring a Fee Accountant to provide accounting services to the CHA for the period July 1, 2017 through June 30, 2018;

Whereas, the CHA advertised for proposals from accounting firms in the Courier Post and on its website on January 13, 2017 with a response date of February 6, 2017;

Whereas, the Finance & Administration Committee of the CHA reviewed and scored all proposals for accounting services on February 15, 2017;

Whereas, the accounting firm of Holmes & Company, LLC, submitted a proposal to provide Fee Accounting services which achieved the highest score of the Finance & Administration Committee;

Now, Therefore, Be It Resolved by the Commissioners of the CHA that the Executive Director is authorized to execute a contract for Fee Accounting services with Holmes & Company, LLC, for the period July 1, 2017 through June 30, 2018.

CLEMENTON HOUSING AUTHORITY

Dated: March 1, 2017

By   
John P. Schmidt, Chairman

Attest:

  
William J. Harris, Executive Director

(SEAL)



Housing Authority of the Borough of Clementon

RESOLUTION HA17-05

RESOLUTION APPOINTING HOLMAN, FRENIA & ALLISON, P.C., AS AUDITOR  
FOR FY2017, BEGINNING JULY 1, 2017 THROUGH JUNE 30, 2018

Whereas, the Board of Commissioners of the Clementon Housing Authority (CHA) is desirous of hiring an Auditor to provide auditing services to the CHA for the period July 1, 2017 through June 30, 2018;

Whereas, the CHA advertised for proposals from auditing firms in the Courier Post and on its website on January 13, 2016 with a response date of February 6, 2017;

Whereas, the Finance & Administration Committee of the CHA reviewed and scored all proposals for auditing services on February 15, 2017;

Whereas, the accounting firm of Holman, Frenia & Allison, P.C., submitted a proposal to provide auditing services which achieved the highest score of the Finance & Administration Committee;

Now, Therefore, Be It Resolved by the Commissioners of the CHA that the Executive Director is authorized to execute a contract for auditing services with the firm of Holman, Frenia & Allison, P.C., for the period July 1, 2017 through June 30, 2018.

CLEMENTON HOUSING AUTHORITY

Dated: March 1, 2017

By



John P. Schmidt, Chairman

Attest:



William J. Harris, Executive Director

(SEAL)



RESOLUTION HA17-06

Authorizing Contract with Network Plus, LLC, for  
Telecommunications and Internet Service Provider

**WHEREAS**, the current contract for Telecommunications and Internet Services with MetTel expired on March 24, 2017;

**WHEREAS**, the CHA advertised for quotes from qualified firms on February 22, 2017, in the *Courier Post* and on the CHA's website for this project entitled "Telecommunications and Internet Service Provider;"

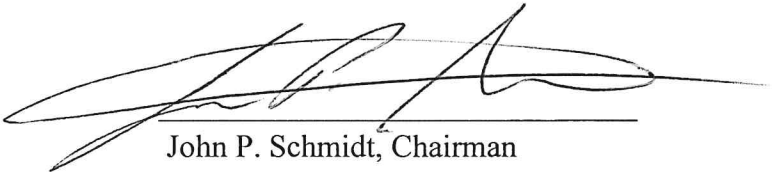
**WHEREAS**, two firms were sent RFQ packages and one firm submitted a quote for this contract;

**WHEREAS**, Network Plus, LLC, submitted the only quote of \$292.50 per month, including a monthly payment to COMCAST of \$169.75 for Internet Service);

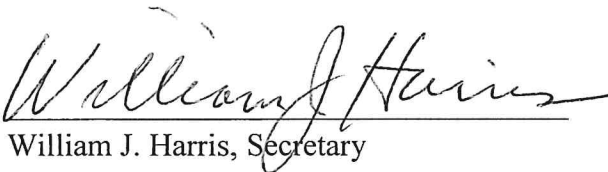
**WHEREAS**, such a cost is approximately \$137 less per month than the expiring contract with MetTel;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the Borough of Clementon that the Executive Director is hereby authorized to sign a contract with Network Plus, LLC to complete all work as stated in the "Telecommunications and Internet Service Provider" RFQ package.

ADOPTED: April 5, 2017

  
John P. Schmidt, Chairman

ATTEST:

  
William J. Harris, Secretary

RESOLUTION HA17-07

Authorizing Contract with Major Energy for  
Supplying Electricity for Two Years

**WHEREAS**, the current two-year contract with Suez Energy for supplying electricity to the Clementon Housing Authority (CHA), expired on March 31, 2017;

**WHEREAS**, the Solicitor of the CHA has advised that advertising quotes for utilities is not subject the bidding laws of the State of New Jersey;

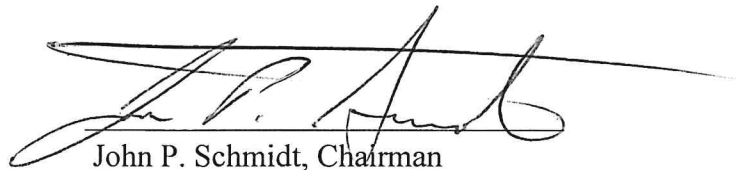
**WHEREAS**, EMEX, LLC, of 1101 Richmond Avenue, Suite 500, Houston, Texas 77042 (hereafter referred to as "EMEX") offered to conduct a nationwide auction of electricity suppliers at no cost to the CHA on March 29, 2017;

**WHEREAS**, EMEX obtained quotes from six companies for supplying electricity to the CHA for two years;

**WHEREAS**, Major Energy submitted a quote to supply electricity for two years to the CHA at an annual cost of \$31,394 and such quote was lower than the other five firms who submitted quotes;

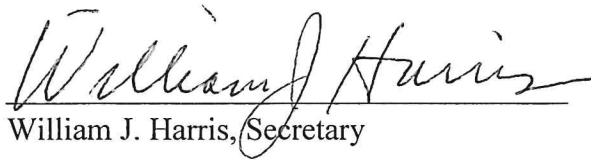
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the Borough of Clementon that the Executive Director is hereby authorized to sign a contract with Major Energy to supplying electricity to Wooster Towers for two years, subject to the Solicitor's review and approval of all contract documents;

ADOPTED: April 5, 2017



John P. Schmidt, Chairman

ATTEST:



William J. Harris, Secretary

RESOLUTION HA17-08

Authorizing Contract for Elevator Maintenance Services with United Elevator Company

**WHEREAS**, the current contract for elevator maintenance services has expired;

**WHEREAS**, the CHA advertised for bids from qualified contractors on March 15 and 17, 2017, in the *Courier Post* and on the CHA's website for this project entitled "Elevator Maintenance Services;"

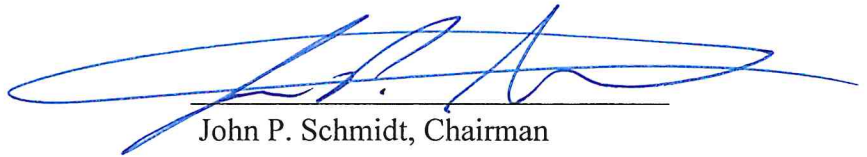
**WHEREAS**, eight companies requested copies of the RFP and seven submitted bids for this project;

**WHEREAS**, United Elevator Company submitted the lowest annualized bid of \$12,505;

**WHEREAS**, the Executive Director and the Solicitor of the CHA have determined that United Elevator Company is capable and qualified to perform such work;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the Borough of Clementon that the Executive Director is hereby authorized to sign a contract with United Elevator Company to complete all work as stated in the documents covering the "Elevator Maintenance Services RFP."

ADOPTED: May 3, 2017

  
John P. Schmidt, Chairman

ATTEST:

  
William J. Harris, Secretary